



Shri Bhawani Niketan PG College

(Run by Shri Bhawani Niketan Shiksha Samiti)

Sikar Road, Jaipur

INTERNAL QUALITY ASSURANCE CELL (IQAC)

About IQAC

Objectives

1. The primary aim of the IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
2. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Vision

The Internal Quality Assurance Cell (IQAC), established in accordance to NAAC guidelines, aim to work towards quality sustenance and enhancement of the academic and administrative performance of the Institution.

Mission

- Developing a system for conscious, consistent and catalytic improvement in the performance of its principal stakeholders, that is staff and students of the Institution.
- Promoting innovative practices that continually improves the effectiveness of the learning experiences of students/staff.
- Upholding the goals of quality enhancement and sustenance towards organizing various activities and programmes on the Campus.
- Promoting a learner centric environment for students and staff that foster the mission and vision of the Institution.

Functions

- Development and application of quality benchmarks/parameters for the various academic and administrative activities of the institution.
- Dissemination of information on the various quality parameters of higher education.
- Organization of workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes/activities leading to quality improvement.
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.
- Organizing orientation programmes for the Staff and the Administrative Staff.
- Administering Feedback Mechanism for the College.


Strategies

IQAC shall evolve mechanisms and procedures for:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- Optimization and integration of modern methods of teaching, learning and evaluation.
- Ensuring the adequacy, maintenance and functioning of the support structure.

(Dr. Vijaykumar S. Shukla)
Co-ordinator

(Sh. Sudarshan Singh Surpura)
Secretary


(Dr. Mahesh Hapawat)
Chairperson

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Benefits

IQAC will facilitate / contribute:

- To a heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture.
- To the enhancement and integration among the various activities of the institution and institutionalize many good practices.
- To provide a sound basis for decision-making to improve institutional functioning.
- To act as a change agent in the institution.
- For the betterment of inter-communication.

Procedures & Policies (Infrastructure)

PROCEDURES & POLICIES FOR MAINTAINING AND UTILIZING ACADEMIC & SUPPORT FACILITIES

- As per the rules and policies of the institution, all the stakeholders have a fair opportunity to access and use physical, academic, and support facilities like auditoriums, laboratory, library, sports complex, computers, classrooms, etc. of the college.

Maintenance

- Housekeeping and cleaning of the classrooms and all physical spaces are done regularly. The requirement for repair/maintenance/troubleshooting of equipment/facilities is reported by the concerned stakeholder to the Deans.

Utilization of Extraordinary Infrastructure

- To avail and utilize special physical facility/infrastructure like seminar halls, auditoriums, and conference halls, a request cum proposal is placed online via a pre-event registration form to the Principal which the AQAC office verifies and forwards to the Principal for approval and in turn is forwarded to the Deans for allotment.

Library

- A list of new books requested by the Head of the Department in consultation with the Department Faculty is submitted to the Principal. Once approved, the list is forwarded to the Librarian which is forwarded to the Purchase Committee. The use of the library and its facilities is governed by the rules of the Library.

Laboratory

- Laboratories in departments of Physics, Chemistry, Botany, Zoology, Computer Science, Computer Application, and Geography are directly under

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the custodianship of respective Departments and their Heads. Lab maintenance staff is responsible for the regular maintenance of facilities.

Sports Complex

- The College has playgrounds for Cricket, Volleyball, indoor courts and playing courts for Basketball, and a health gym cum physical fitness centre. Coaches for respective events have been appointed by the college. The use and training of sports facilities regularly take place in the sports complex under the supervision of the Physical Education Director with the association of Physical Education Instructors and coaches. National laurels in sports are proof of the efficient utilization of sports infrastructure.

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